

"The City With a Heart"



David Nigel (Chair)
Henry Mar (Vice Chair)
Walter Bird
Adam Cozzette
Cecile Riborozo
Gus Sinks
Jeffery Tong
David Woltering (City staff)
David Wong (City staff)
Sara Sadeghi (City staff)

MINUTES **Bicycle & Pedestrian Advisory Committee** **Meeting** **January 10, 2018** **6:00 p.m.**

Meeting location: 567 El Camino Real, Conference Room 115, San Bruno

1. Call to Order/Roll Call

DN called meeting to order at 6:02pm

Present:

David Nigel – DN
Jeffery Tong – JT
Adam Cozette – AC
Walter Bird – WB
Henry Mar - HM
Cecile Riborozo - CR

Staff present:

David Woltering – DW
David Wong – Dwong
Sarah Sadeghi - SS

Gus Sinks - GS absent

City Council representative:

Rico Medina, Mayor

2. Review of January Agenda

DN reviewed agenda with committee members. No action.

3. Approval of November 8, 2017 Minutes

No comments on minutes. AC moves to approve minutes, WB second. All voted in favor.

4. Public Comment on Matters Not on the Agenda

Individuals allowed three minutes, groups in attendance, five minutes. It is the Committee's policy to refer matters raised in this forum to staff for investigation and/or action where appropriate. The Brown Act prohibits the Committee from discussing or acting upon any matter not agendaized pursuant to State Law.

None

5. Announcements

DN stated he will not be able to attend the March 14, 2018 meeting, as he will be attending a conference.

JT stated there was another hit and run on College Drive at Sharp Park Road. This is the second incident in the past year. Sneath Lane at 280 is also very dangerous for bicyclists.

6. New Business

a. Feasibility Study of the San Mateo County Community Shuttle Program (Report from Staff, Discussion and Recommended Action)

DW stated this item was brought forward by Committee member JT to pursue grant funding for a shuttle program in San Bruno. This was presented to City Council as part of a call for projects, and direction was given for staff to research the program. Staff prepared research data, attended an informational meeting with SamTrans and Councilmember Marty Medina, and met with a technical advisor from SamTrans; the benchmark requirements for grant application submittal were reviewed at the last BPAC meeting. SS gathered data from staff research and meetings, met with AC and JT to analyze alternatives and proposed shuttle routes for a SamTrans required letter of concurrence for an application. An action plan from BPAC is requested to share with the City Council and City Manager.

SS stated the existing SamTrans fixed routes provide sufficient transit services for the residents and employees of San Bruno during weekdays. Currently important urban facilities such as employment centers, schools and recreational centers are located within walking distance to a SamTrans bus stop, as well as most residential communities. It was identified that there are gaps in the transit system during the weekend. To serve transit dependent residents, staff and BPAC committee members propose three alternative routes for weekend service. These were evaluated based on criteria and benchmarks established by SamTrans, technical assistance from SamTrans and similar shuttle programs studied in neighboring communities. For a successful cost effective shuttle program, the factors studied were commuter population, connecting high density resident locations, and providing weekday service. No successful weekend shuttle program was identified by SamTrans to study; the City of Pacifica had a weekend shuttle that was discontinued due to low ridership. The internal measures used by City staff to develop the potential shuttle routes were reviewed with the Committee. None of the criteria for a weekend route were met by San Bruno for a letter of concurrence; there is duplication of service in many areas of the City, especially by Route 140. Based on this, City staff does not recommend pursuing the grant application. SamTrans stated they intend to extend their weekend service hours in the future.

JT asked if BART and Tanforan were considered one stop or two as part of the geographic proposal. It should be one stop.

DW replied that it states 50% of either stops within one-third of a mile are considered.

WB stated this may consider stops made by BART as well.

DW stated in terms of existing service there is a high point of duplication per Alex Lam of SamTrans with the routes proposed, in addition to concerns for adequate ridership and meeting financial benchmarks.

DN stated there is a history of SamTrans ridership showing low numbers in San Bruno neighborhoods; that is why routes were canceled.

JT stated there is no data on ridership in San Bruno to go by.

DW stated there is no anecdotal success shown with weekend shuttle service in San Mateo County.

JT stated we don't know about San Bruno's potential ridership because we haven't had it before. There should be a pilot program.

WB stated there was extensive discussion on the bus service that was terminated in front of his home; the ridership was not there.

DN stated there was another shuttle from San Mateo to Half Moon Bay that was not successful due to low ridership.

DW stated residents can now use Uber and Lyft if they do not have a car. The proposal was for one bus per hour, so trying to boost ridership by increasing frequency of buses means higher cost.

SS stated SamTrans is looking at merging Route 131 and 141 for increased weekend service. Staff will follow up with SamTrans on this.

DN asked how data would be gathered to assess ridership interest.

DW responded that would require engaging an outside consultant to capture data. Alex Lam stated given their experience, ridership would be very low. The letter of concurrence is required to apply, and step one of this process means the routes proposed cannot be duplication of existing routes. Also, weekend ridership is so low, the City cannot reach the financial benchmarks.

CR stated she used to schedule shuttle service for WalMart. Building a ridership is a challenge. Walmart subsidized this program and it was still a lot of work to get people.

SS stated the financial match commitment from the City to participate in this program averages around \$50,000 a year.

HM stated meeting the financial benchmarks does not seem possible. Maybe start the shuttle program as an ad-hoc and subsidize Uber to see how many residents would use it.

DN stated it would have to follow a fixed route.

AC stated another source of funding may come from YouTube or Walmart.

JT stated Uber and Lyft are taking away from public transit use, so it is not lowering traffic

numbers but actually increasing them.

WB stated we can't get information without expenditure. We can contact the San Bruno Foundation about funding a survey.

DW recommended going back to Alex Lam of SamTrans to alter routes to support weekend ridership. This would be an efficient way to pursue this.

JT stated Route 131 does not really serve San Bruno.

DW stated the staff recommendation based on the analysis submitted is that staff does not recommend the pursuit of the call for projects for this grant program. Staff does recommend the City investigate working with SamTrans to better serve ridership with increased route service on weekends.

HM made a motion to table this project effort and look at alternate ways to increase ridership in the future. Second by JT. All approved.

7. Unfinished Business

a. Subcommittee Updates –

1. Events (Cecile and Jeffery)

DN stated Bike to Work Day is coming up in May and the Posy Parade in June.

DN thanked CR for all the effort on the Bike to Work Program.

WB stated he and DN met with the Bike to Work representative and they are working on giving out promotional items at the Posy Parade. We will be developing a PSA on San Bruno Cable for promotion purposes.

DW stated the next BPAC meeting on March 14th should be used to prepare for the Community Day and Bike to Work Day events. Commute.org should be contacted for promotional items.

JT asked about giving away bike helmets to kids.

DN stated Target does this.

JT stated the cycle track running from BART and Caltrain should start promotions to run the track to Millbrae. We could collaborate with the Millbrae City Council. There should be clear way-finding maps posted so cyclists know where to go.

DN asked JT to work with Millbrae on this and to write out a recommendation on maps being posted.

WB stated bicycle maps are a big expenditure but can be beneficial for riders.

DW stated Commute.org provided bicycle route maps in the past to give out at events, so we should see if we can get more.

WB stated he can contact them for updated maps.

DW stated the City applied for funding for a bike fix-it station at the BART station through the San Bruno Community Foundation. As the improvements are installed, way-finding signage could be a future funding request from the Foundation.

2. Walking and Bicycling Safety (David, Walt, and Adam)
a. PSA discussion

DN stated there were PSA announcements on bicycle safety shown on San Bruno Cable TV.

WB would like to have a PSA geared towards motorists giving cyclists at least 3 feet.

DN said to write it down for DW.

DW said he would be happy to pursue the idea with San Bruno Cable.

JT stated there should be a PSA of bicycle sharing etiquette that can be shared with South San Francisco.

HM stated San Bruno Cable is losing members to AT&T, so we may need to look at other PSA sources.

DW stated San Bruno Cable is beginning to install fiber into homes to stay competitive with AT&T.

3. Trail Connections (Jeffrey, Adam, and Henry)

JT stated there is a commercial unit coming available on Admiral Court, so if there is any way San Bruno is re-considering a pedestrian bridge installation on El Camino Real; it could come from the top of this unit.

DW stated there are other higher priority projects at this time, but it is a concept that the City is interested in considering in the future.

DN asked JT to write up the request with diagrams and forward it to DW.

DW asked Committee members to be very precise in their requests to avoid misinformation and inaccuracies.

8. Items from Staff

a. **Bike Fix-It Station**

SS stated in 2016, the City was granted a \$1600 donation from the Community Foundation. The proposed location is the BART station paid area on Huntington Avenue. The facility equipment will be ordered as soon as we receive location approval from BART.

JT asked if there is any identifying signage.

DW stated the location was chosen for its visibility and the fix-it station will be red in

color. Staff can talk to BART about signage in the future.

SS stated this will be installed by City staff.

JT asked about maintenance of the station.

DW stated the City will most likely be maintaining it. He thanked JT for his diligence on this project.

b. TDA Article 3 grant application

DN stated the City received funding for this and Matt Jones did a great job.

SS said the application was approved on 11/9/17 and City will receive \$385,300 in funding. C/CAG has been sent the mandatory requested materials to release the funds. For final approval from the MTC, C/CAG will forward the materials to them by the end of January 2018. Final allocation should take place between late February and early March.

c. Bicycle racks

SS stated Commute.org is granting funding for bicycle racks. Last year the City received \$2,261 for five bike racks. The City is eligible for the grant again this year. Staff is in the process of identifying the locations and submitting the grant application. SS reviewed the new additional locations and details about the racks.

DW stated the intent is to recommend ordering more bike racks to the Council. There will be both "u" shaped bike racks and "bicycle" shaped bike racks.

d. San Bruno BART Bicycle Pedestrian Gap Study

SS stated she met with Eisen Letunic representatives that are performing the study; this has been sent to BART and then we will receive the revised report.

e. Street conditions and reporting process – updates regarding bicycle safety at the intersection of El Camino Real and Sneath Lane

DWong stated staff has contacted Caltrans regarding WB concerns for bicycle safety on El Camino Real at Sneath. We are awaiting a response from them.

WB stated San Bruno Avenue at Airport Blvd.'s road is rapidly deteriorating. It needs to be repaired.

DW stated he will contact the San Francisco Airport on this location.

f. Calendar Check – Next BPAC meeting on March 14, 2018

WB asked about the annual report presentation to City Council.

DW stated it will take place later in the year; he can check on the date.

DW would like to have an update at the next meeting regarding the event planning for

the Bike to Work Day.

DN asked if CR and AC can work on this event.

JT asked about discussing the Bike Share program with South San Francisco.

DW stated staff members met with South San Francisco's staff regarding this program; we will check back with them to follow up on their program. We could ask a representative to come to the March meeting.

9. Items from Committee Members (and future agenda items)

a. "Good and Welfare" (Comments)

DN welcomed Mayor Rico Medina, who is the liaison for the BPAC.

RM stated the liaison is a person to discuss things, not to put items on the agenda. There needs to be a concurrence for an item to come to the Council. Let's focus on policy driven decisions and keep a clear process and protocol. This is the most efficient method and this avoids wasting money and staff time.

10. Adjournment

DN adjourned the meeting at 8:00pm